



# COMSATS Institute of Information Technology (CIIT)

## Office of the Registrar

### Honorarium Claim for Supervising Graduate Student

Please type or fill all sections in block letters clearly. Get the form endorsed from all concerned sections and then, forward it to the Registrar Office for further processing:

#### Section A: Declaration by Supervisor

##### 1. Details of Students Supervised

Campus		Department	
<b>Student Details</b>			
S. No.	Student Name	Registration #	
1			
2			
3			
4			
5			

2. I (Title, Name, Designation) \_\_\_\_\_, have supervised above mentioned Graduate Students, during the period \_\_\_\_\_.

3. I certify that

- The above mentioned students have completed their Course Work and Research Work (Result notification of candidates, with "PA status" are attached herewith).
- That I am not getting any honorarium etc. from any other source against the supervision of the scholars mentioned above.
- The scholar is not an HEC awardee and is getting any financial aid from any other source.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Name and Official Stamp \_\_\_\_\_

#### Section B:

##### Approval by HOD and CGPC

Part A Approval by Departmental Graduate Committee and Head of Department		Part B Endorsement by Concerned Campus Graduate Program Committee	
Signature/Date		Signature/Date	
Name and Official Stamp		Name and Official Stamp	

#### Section C: For Registrar Office Use Only

Checked and Verified By (Name/Designation / Signature) \_\_\_\_\_ Date: \_\_\_\_\_

Part A Counter Signed by Registrar		Part B Approval by Concerned Dean	
Signature/Date		Signature/Date	
Name and Official Stamp		Name and Official Stamp	

Approval of Honorarium:

Notified on (date) \_\_\_\_\_ vide notification number \_\_\_\_\_ by the Office of the Registrar